

EASTON POLICE DEPARTMENT

700 Morehouse Road
Easton, CT 06612
(203) 268-4111

FINGERPRINTING BY APPOINTMENT ONLY

Fingerprinting Hours:

- Tuesday 2:00 PM – 9:00 PM
- Thursday 8:30 AM – 3:30 PM

Fingerprinting for employment or pistol permits is available for all town residents, employees of the Town of Easton and employees of businesses located in Easton only.

PLEASE READ THE FOLLOWING BEFORE SCHEDULING AN APPOINTMENT

Out-of-State Ink Fingerprints:

If you require ink fingerprints to mail out of state, please call the department to schedule your fingerprint appointment and follow the directions given to you from that state.

All Other Fingerprints:

All other fingerprinting requires you to Pre-Enroll in the CT Criminal History Request System (CCHRS) at <https://ct.flexcheck.us.idemia.io/cchrspreenroll>

- You must have a Service Code before you Pre-Enroll. Service Codes are specific to the Type of fingerprint service being requested and unique to the agency requesting your background check.
- If you require one of the following Fingerprint Types, call the EPD to obtain the Service Code.

Fingerprint Type

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| • Contractor-Criminal Justice Administration | • Second Dealer License |
| • Contractor-Noncriminal Justice Functions | • State Only Fingerprint Support Search |
| • Contractor-Private Dispatch Employee | • Town Dispatch Employee |
| • Criminal Justice Employee | • Police Department Ride Along Applicant |
| • Criminal Justice Site Security | • Town Community Relations Volunteer |
| • Fine Art Secured Lender License | • Town Liquor Permit |
| • Pawnbroker License | • Town Raffle / Bingo Permit |
| • Pistol Permit | • Town Solicitor / Peddler Permit |
| • Precious Metals and Stone Dealers License | • Town Vendor Permit |
| • Privatized CJ Function | |
- After successfully completing the Pre-Enrollment process, you will receive a confirmation with your Applicant Tracking Number (ATN). You must have this number to get fingerprinted.
 - Call the EPD to make your fingerprint appointment.
 - You **MUST** bring the following to your fingerprint appointment:
 - **Applicant Tracking Number (ATN)**
 - **Signed FBI Privacy Act Statement Form**
 - **Current Government Issued Photo ID**